

Branchburg Township School District

REGULAR MEETING / BOARD RETREAT MINUTES

June 24, 2017

Executive Session – 9:00 a.m.

Public Meeting – 10:00 a.m.

Board of Education Office

Board Conference Room

I. CALL TO ORDER

The meeting was called to order at 9:10 a.m. by Board President, Zoltan Ambrus, who stated that the meeting was convened in compliance with the provisions of Chapter 231, P.L. 1975, the Sunshine Law; notices were sent to the *Courier News*, filed with the Township Clerk and posted in the Branchburg Township Schools.

The following members of the Board of Education were present: Zoltan Ambrus, Ellwood Cutler, Kristen Fabriczi, Theresa Joyce, Carmela Noto, Cathy Palmieri and Keerti Purohit.

The following members were absent: Jack Dempsey and Olga Phelps.

Also present were: Superintendent of Schools Rebecca Gensel, Business Administrator/Board Secretary Theresa Linskey and no members of the public.

CALL TO EXECUTIVE SESSION

On a motion by Mrs. Fabriczi, seconded by Mrs. Noto, and carried unanimously, the Board agreed to convene at 9:10 a.m. to discuss personnel, H.I.B., and legal issues.

On a motion by Mr. Cutler, seconded by Mrs. Noto, and carried unanimously, the Board agreed to adjourn executive session at 9:31 a.m.

On a motion by Mr. Cutler, seconded by Mrs. Noto, and carried unanimously, the Board agreed to reconvene to public session at 9:31 a.m. with 1 member of the public.

II. The Secretary called the roll.

III. The assembly saluted the flag.

IV. Statement of Adequate Notice

V. SUPERINTENDENT'S REPORT

Ms. Gensel did a presentation highlighting the accomplishments of the district goals.

VI. PUBLIC COMMENT

There was no public comment.

VII. GOVERNANCE

Motion by Mrs. Purohit, seconded by Mrs. Palmieri that Item VII.A. through VII.C. be moved upon the recommendation of the Superintendent.

On call of the vote, Item VII.A. through VII.C. were unanimously approved by Roll Call.

Mr. Ambrus discussed correspondence he received from Branchburg Central Middle School students with suggestions for the lunch menu, implementing a recycling program and reviving the Home Economics program for cooking classes.

Mr. Ambrus passed around correspondence from the New Jersey School Boards Association which shows the allocation of Board membership dues.

A. Approval of Minutes

It is recommended that the Board approve the Minutes of the Executive Session and Regular Meeting of May 31, 2017 and June 20, 2017.

B. Annual Appointments/Designations

1. Petty Cash Allocation

It is recommended that the following Petty Cash dollar amount be allocated to each location as follows:

- a. Branchburg Central Middle School \$250.00
- b. Stony Brook School \$150.00
- c. Whiton Elementary School \$150.00
- d. Transportation \$300.00
- e. Instructional Services \$100.00
- f. Board Office \$50.00

2. **Personnel**

It is recommended that the following appointments be approved:

<u>Position</u>	<u>2017-2018</u>
Board Secretary	Theresa Linskey
Attendance Officer.....	James Butler
Board Attorney	David Rubin
Insurance Advisor.....	Hughes-Plumer & Associates
Health Insurance Broker/.....	
Consultant.....	Integrity Consulting Group
504 Officer.....	TBD
Right-to-Know Contact	
Person	John Hindmarch
A.H.E.R.A.	
Representative.....	John Hindmarch
Integrated Pest Management.....	
Coordinator.....	John Hindmarch
Public Agency	
Compliance Officer	Theresa Linskey
Purchasing Agent.....	Theresa Linskey
Bond Counsel	Lisa Gorab of Wilentz, Goldman & Spitzer
Financial Advisor.....	Robbi Acampora of Phoenix Advisors LLC
Hazard Communications	John Hindmarch
Indoor Air Quality	
Contact	John Hindmarch
H.I.B. District Coordinator.....	TBD
Affirmative Action Officer.....	Danielle Shober
Auditor:....	Nisivoccia & Company
Medical Inspector	Hunterdon Family Medicine of Branchburg
Homelessness Education Liaison	Tina Neely
Custodian of Records.....	Theresa Linskey

C. **Grant Permission for Eagle Scout Community Service Project at Old York School**

It is recommended that the Board grant permission for Austin Hackerd of Boy Scout Troop #90 in Branchburg to carry out an Eagle Scout Project to build five new garden beds at Old York School. This project is set to begin June 2017 and completed by the end of July 2017, in accordance with his proposal, with time and materials to be donated at no cost to the District.

VIII. POLICY

There was no Policy Committee report.

IX. EDUCATION

Motion by Mr. Cutler, seconded by Mrs. Palmieri that Items IX.A. through IX.J. be moved upon the recommendation of the Superintendent.

On call of the vote, Items IX.A. through IX.J. were unanimously approved by Roll Call with Mrs. Fabriczi abstaining on Items IX.B. and IX.D.

Mrs. Purohit said the Education Committee met and discussed the goals for the 2017-2018 school year.

A. Conferences/Travel

WHEREAS, the employees listed below are requesting Board of Education authorization to attend the conferences/workshops listed below; and

WHEREAS, the attendance at the stated function was previously approved by the Chief School Administrator as work related within the scope of the work responsibilities of the attendee and within the funds budgeted for this purpose; and

WHEREAS, the attendance at the function was approved as promoting delivery of instruction or furthering efficient operation of the school district; and fiscally prudent;

THEREFORE, BE IT RESOLVED, that the Board authorizes attendance at the stated conferences/workshops and reimbursement for the related expenses in accordance with Board policy on conference and workshop attendance.

Conference/Workshop	Employee/Account Number	Date(s)	Registration Fee	Hotel	Meals /Exp.	Tolls/Parking/Mileage	Total
Educational Leaders as Scholars Princeton, NJ	Matthew Barbosa 11-000-240-580-02-000	7/17/17 through 7/19/17	\$75.00	N/A	N/A	\$45.00	\$120.00
Educational Leaders as Scholars Princeton, NJ	Kelly Graham 11-000-223-580-05-144	7/17/17 through 7/19/17	\$75.00	N/A	N/A	N/A	\$75.00
Educational Leaders as Scholars Princeton, NJ	Jennifer Hauser 11-000-221-580-02-190	7/17/17 through 7/19/17	\$75.00	N/A	N/A	\$12.21	\$87.21
Educational Leaders as Scholars Princeton, NJ	Lisa Leibowitz 11-000-223-580-04-144	7/17/17 through 7/19/17	\$75.00	N/A	N/A	\$24.18	\$99.18
Responsive Classroom Course for Elementary School Educators Montgomery, NJ	Melissa Fitzgibbons 11-000-223-580-08-144	8/21/17 through 8/24/17	\$60.00	N/A	N/A	N/A	\$60.00

Conference/Workshop	Employee/Account Number	Date(s)	Registration Fee	Hotel	Meals /Exp.	Tolls/Parking/Mileage	Total
Responsive Classroom Course for Elementary School Educators Montgomery, NJ	Chelsea Smith 11-000-223-580-08-144	8/21/17 through 8/24/17	\$60.00	N/A	N/A	N/A	\$60.00
Responsive Classroom Course for Elementary School Educators Montgomery, NJ	Lori Zelnick 11-000-223-580-08-144	8/21/17 through 8/24/17	\$60.00	N/A	N/A	N/A	\$60.00
Responsive Classroom Course for Middle School Educators Randolph, NJ	Kristen DeBlasi 20-270-200-500-02-649	8/8/17 through 8/11/17	\$729.00	N/A	N/A	N/A	\$729.00
Responsive Classroom Course for Middle School Educators Randolph, NJ	Laura Petronio 20-270-200-500-02-649	8/8/17 through 8/11/17	\$729.00	N/A	N/A	N/A	\$729.00
Next Generation Science Standards Summer Institute Branchburg, NJ	Carrie Figel 11-000-223-580-02-144	7/24/17 through 7/28/17	\$300.00	N/A	N/A	\$10.23	\$310.23
Visualizing and Verbalizing Princeton, NJ	Amy Garner 11-000-223-580-08-144 11-000-223-580-05-144 11-000-223-580-04-144	7/27/17 through 7/28/17	\$749.00	N/A	N/A	N/A	\$749.00
Foreign Language Educators of New Jersey Summer Refresher Montclair, New Jersey	Victoria Gerry 11-000-223-580-08-144	8/10/17	\$22.00	N/A	N/A	\$25.42	\$47.42
Educational Leaders as Scholars Princeton, NJ	Wendy Michels 11-000-223-580-04-144	7/17/17 through 7/19/17	\$75.00	N/A	N/A	\$11.78	\$86.78
New Jersey Coalition for Inclusive Education Montclair, NJ	Nancy Padula 11-000-219-580-03-001	6/27/17 through 6/28/17	\$255.00	N/A	N/A	\$25.42	\$280.42
Supporting Writers: Aligning Beliefs and Action New Brunswick, NJ	Amanda Roper 20-270-200-500-02-649	3/14/18	\$150.00	N/A	N/A	N/A	\$150.00
Annual Conference for Middle Level Education Philadelphia, PA	Matthew Ross 11-000-240-580-02-000	11/6/17 through 11/8/17	\$399.00	\$366.00	\$37.20	\$112.00	\$1,005.20
2017 English as a Second Language Bilingual Summer Academy Ewing, NJ	Lori Villanova 11-000-223-580-05-144 11-000-223-580-08-144	6/27/17 through 6/29/17	\$75.00	N/A	N/A	\$46.50	\$121.50

B. Approval of Out of District Placements						
Location	Student ID #	ESY/Aide Tuition	ESY Dates	SY Tuition	SY Dates	Total
Camp Okee Sunokee North Branch, NJ	3874097626	ESY: \$990.00	6/26/17-8/4/17	N/A	N/A	\$990.00
Center for Educational Advancement Flemington, NJ	7240201326	ESY: \$12,257.70	7/5/17-8/22/17	\$63,039.60	9/5/17-6/15/18	\$75,297.30
Hi-Step Summer Program Somerset, NJ	3296745688	ESY: 3,600.00	7/5/17-8/4/17	N/A	N/A	\$3,600.00
Hunterdon Preparatory School Annandale, NJ	7304943099	ESY: \$7,443.00	7/5/17-8/15/17	\$44,658.00	9/5/17-6/13/18	\$52,101.00
Limitless-Developmental Center Summer Program Denville, NJ	4212290701	ESY: \$5,425.00 Aide: \$2,250.00	7/10/17-8/9/17	N/A	N/A	\$7,675.00
The Mary Dobbins School Hainesport, NJ	3570121259	Aide: \$7,500.00	4/10/17-6/22/17	N/A	N/A	\$7,500.00
Midland School North Branch, NJ	1466744934	ESY: \$9,683.70	7/5/17-8/15/17	\$58,102.20	9/7/17-6/20/18	\$67,785.90
Midland School North Branch, NJ	3024199861	ESY: \$9,683.70	7/5/17-8/15/17	\$58,102.20	9/7/17-6/20/18	\$67,785.90

Location	Student ID #	ESY/Aide Tuition	ESY Dates	SY Tuition	SY Dates	Total
Midland School North Branch, NJ	8639866509	ESY: \$9,683.70	7/5/17-8/15/17	\$58,102.20	9/7/17-6/20/18	\$67,785.90
Montgomery Academy Basking ridge, NJ	8664661261	ESY: \$6,841.40	7/3/17-7/31/17	\$61,572.60	9/7/17-6/22/18	\$68,414.00
Morris Union Jointure Commission New Providence, NJ	9184052627	ESY: \$14,820.00	6/28/17-8/9/17	\$90,414.00	9/6/17-6/12/18	\$105,234.00
The Newmark School Scotch Plains, NJ	1976391331	ESY: \$5,549.76	7/5/17-7/28/17	\$55,497.60	9/7/17-6/22/18	\$61,047.36
The Newmark School Scotch Plains, NJ	7056713495	N/A	N/A	\$55,497.60	9/7/17-6/22/18	\$55,497.60
P.G. Chambers Cedar Knolls, NJ	5436371228	ESY: \$11,194.20	7/10/17-8/17/17	\$67,165.20	9/7/17-6/21/18	\$78,359.40
P.G. Chambers Cedar Knolls, NJ	7930912675	ESY: \$11,194.20	7/10/17-8/17/17	\$67,165.20	9/7/17-6/21/18	\$78,359.40
Princeton Child Developmental Institute Princeton, NJ	1375645515	ESY: \$17,250.00	7/6/17-8/11/17	\$103,500.00	9/6/17-6/14/18	\$120,750.00
Rock Brook School Skillman, NJ	7314998953	ESY: \$10,055.70	7/5/17-8/15/17	\$60,334.20	9/8/17-6/19/18	\$70,389.90
Somersset Hills Learning Institute Bedminster, NJ	3092350853	ESY: \$15,361.30	7/6/17-8/16/17	\$95,346.00	9/5/17-6/15/18	\$110,707.30
Summit Speech School New Providence, NJ	1882785021	ESY: \$8,700.00	7/5/17-8/15/17	\$52,200.00	9/7/17-6/20/18	\$60,900.00

C. Approval of Out of District Placement with Extended Day								
Location	Student ID#	ESY Tuition	ESY Extended Day	ESY Dates	SY Tuition	SY Extended Day	SY Dates	Total
The Eden School Princeton, NJ	8267623955	\$14,974.27	\$1,396.10	7/5/17-8/18/17	\$74,871.35	\$10,986.70	9/6/17-6/20/18	\$102,228.42

D. Approval of Out of District Placement with Extraordinary Services								
Location	Student ID#	ESY Tuition	ESY Extraordinary Services	ESY Dates	SY Tuition	SY Extraordinary Services	SY Dates	Total
Midland School North Branch, NJ	3700266864	\$9,683.70	\$4,320.00	7/5/17-8/15/17	\$58,102.20	\$25,920.00	9/7/17-6/20/18	\$98,025.90

E. Approval of Bayada Nursing Services for Traveling

It is recommended that the Board approve a contract for Bayada Home Health Care, Inc., for nursing services to students who need medical services on the bus, for the 2017-2018 extended school year and school year, with the hourly rate for an LPN at \$44.50, and the hourly rate for an RN at \$54.50, to be paid by purchase order through the general fund, account #11-000-219-320-03-181, and sufficient funds are available in the 2017-2018 budget.

F. Approval of Bayada Nursing Services for Out of District Student

It is recommended that the Board approve a contract for Bayada Home Health Care, Inc., for nursing services for the 2017-2018 extended school year and school year, student #7737812861 on the bus trip to and from Developmental Learning Center, not to exceed 6 hours daily, with the hourly rate for an LPN at \$44.50, and the hourly rate for an RN at \$54.50, to be paid by purchase order through the general fund, account #11-000-219-320-03-181, and sufficient funds are available in the 2017-2018 budget.

G. Approval of Bayada Nursing Services for Out of District Student

It is recommended that the Board approve a contract for Bayada Home Health Care, Inc., for nursing services for the 2017-2018 extended school year and school year, student #2596035985 on the bus trip to and from Developmental Learning Center, and throughout the school day, not to exceed 10 hours daily, with the hourly rate for an LPN at \$44.50, and the hourly rate for an RN at \$54.50, to be paid by purchase order through the general fund account #11-000-219-320-03-181, and sufficient funds are available in the 2017-2018 budget.

H. Approval of Bus Aide

It is recommended that the Board approve a Bus Aide for a student attending Life Skills Class at Somerville High School from May 10, 2017 through June 23, 2017, not to exceed \$15.75 per hour, to be paid via payroll through the general fund, account #11-000-100-562-03-105, and sufficient funds are available in the 2016-2017 budget.

I. Approval of Submission of FY 2018 I.D.E.A. Grant Application

It is recommended that the Board approve the submission of the FY 2018 Individuals with Disabilities Education Act (I.D.E.A.) Grant Application to the New Jersey Department of Education in the following amounts and to accept funds when it has been reviewed and approved.

Basic	\$372,605.00
Preschool	\$ 20,252.00
Total	\$392,857.00

J. <u>Approval of an Extended School Year Field Trip</u>			
Trip	Teacher	Date	Discussion
Lowes, Flemington, NJ	Devra Hobbs	7/13/17 Alternate date: 7/18/17	Purchase, plan and create a sensory board

X. HUMAN RESOURCES

Motion by Mr. Cutler, seconded by Mrs. Palmieri that Items X.A. through X.AA., be moved upon the recommendation of the Superintendent.

On call of the vote, Items X.A. through X.AA., were unanimously approved by Roll Call.

There was no Human Resources Committee report.

A. Approval of 2017-2018 Contracts for Non-Represented Staff

It is recommended that the Board approve the following 2017-2018 contracts for Non-represented Staff, as noted, to be paid through Payroll from the General Fund, and sufficient funds are available in the 2017-2018 budget.

Non-aligned 12-month Staff Effective July 1, 2017 through June 30, 2018		
Name/Position	Position	2017-2018 Contract
John Biesler	Network/PC Support Technician	\$46,327.50
Robert Cline	Transportation Supervisor	\$103,314.44
Nicholas DeMarco	Technology Support Technician	\$39,877.50
Michael Deitrich	Maintenance Department	\$51,475.00
Mikus Dudjak	Maintenance Department	\$52,761.88
Donna Eckel	Payroll Clerk/Transportation	\$49,712.50
Toni Gooding	District Webmaster (29 hours)	\$31,049.72
Jennifer Hauser	Director STEM & Arts	\$92,253.50
John Hindmarch	Supervisor of Building & Grounds	\$82,000.00
Christopher Jacobsen	IT Systems Administrator	\$56,622.50
Theresa Linskey	Business Administrator/ Board Secretary	*\$144,299.00
Walter Lipinski	Maintenance Department	\$51,475.00
Orlando Macario	Head Mechanic	\$74,661.40
Tina Neely	Director of Student Services	\$122,510.50
Eric Schaefer	Information Technology Manager	\$89,698.28
Carly Trocchia	School Accountant	\$65,000.00
William Wutke	Mechanic	\$72,468.96

*Includes \$3000 Stipend

Non-aligned Confidential Secretaries Effective July 1, 2017 through June 30, 2018		
Name	Position	2017-2018 Contract
Karen Muller	Executive Assistant to the Superintendent	\$61,774.70
Cathy DiCosimo	Confidential Secretary to the Business Administrator/Board Secretary	\$59,582.74
Susan Raimundo	Accounts Payable/Payroll Assistant /Receptionist	\$53,834.07

Non-aligned Contracts for Lunchroom Aides Effective September 1, 2017 through June 30, 2018					
Name	Location	2017-2018 Contract	Name	Location	2017-2018 Contract
Donna Baron	WES	\$4,272.00	Yan Sheng Lu	SBS	\$4,632.75
Suetlana Chait	WES	\$5,316.60	Fern Sheinmel	SBS	\$4,738.50
Annie Cohen	WES	\$5,366.11	Elisabeth Savage	SBS	\$4,612.50
Marcia Carolei	BCMS	\$4,590.00			

Non-aligned 10-month Staff Effective July 1, 2017 through June 30, 2018		
Name	Position	2017-2018 Contract
Rose Marie Pellegrino	Branchburg Central Middle School Office Aide	\$21,108.87
Nancy Kunz	Whiton Elementary School Office Aide	\$21,108.87
James Butler	Branchburg Township School Attendance Officer	\$10,619.00

B. Approval of 2017-2018 Substitute Nurses		
Madeline Anacker	Tracey O'Rourke	Dorothy Saling
Mari Beth Birzi	Susan Petrilli	Kimberly Scully
Amy Chevere	Irene Pirog	Janis Upton
Erin Eosso	Trudy Rossetti-McKenna	Marci Varona
Bernadette McGovern		

C. Approval of 2017-2018 Substitute Instructional Aides		
Susan Butensky	Kylyn Everson	Theresa Kelly

D. Approval of 2017-2018 Substitute Bus Drivers		
Elaine Brogan	Adolfo Kohara	Phillip Ridder
Alan Coburn	Randall Miller	Siegbert Suchomel
Stephen Coy		Charles Yarnell

E. 2017-2018 Substitute Teachers and Substitute Instructional Aides			
Katherine Aldabagh	Lauren Fox	Kelsey Nevolo	Sarah Sasiak
Barbara Aspin	Padmalochani Ganesh	Victoria Nguyen	Lori Satterlee-Rinaldi
Darlene Bernhard	Kim Gislao	Mary Alice O'Neill	Kanwal Sayani
Harold Blackstone	David Goldman	Meghan O'Neill	Mary Schwartzstein
Kathryn Blackstone	Deborah Gottshalk	James Palumbo	Anajali Shah
Priscilla Brown	Glenn Gottshalk	Melisa Pampani	Mary Ann Sherry
MaryAnn Bryden	Elizabeth Harrity	Shannon Parfitt	Timothy Smith
Mary Calo	Daniella Hobbs	Melody Pazian	Stephanie Stansfield
Thessalia (Lia) Carrier	Vernon Hopper	Stephanie Phibbs	Cheryl Stedtler
Marietta Carter	Marie Liz Howard	Carol Pereira	Robert Strano
Padmini Chalikonda	Anuradha Jain	Roseann Podlaski	Heather Sullivan
Gail Chapman	Suniter Jain	Shelby Possesky	Jennifer Testa
Cathleen Ciarelli	Danielle Jones	Joanne Powser	Andrew Tully
Abigail Cohn	Lisa Katz	Ruth Pulgarin	Iiona Tylina
Laura Cohn	Jillian Kirby	Maria Lucita Rena	Salina Vitale
Claudia Cuallo	Margaret Kramer	Catherine Reckenbeil	Michelle Weighart
Maria D'Angelo	Kjirsten Kurzweil	Jennifer Richardson	Susan Williams
Yetunde Demuren	Melanie Marconi	Karin Romero	LuAnn Wright
Ashlie Dente	Jennifer Mendonca	Noelle Ruperto	Kathleen Woodbury
Laura Eville	Musarat Merchant	Emma Ryan	
Veronica Ferro-Andrade	Durga Neti	Sarah Sasiak	

F. Approval of 2017-2018 Substitute Clerks		
Susan Butensky	Melissa Pampani	Debra Schnitzer (Transportation)
Laura Cohn	Susan Reid (Transportation)	Susan Williams
Margaret Esposito		

G. Approval of 2017-2018 Contracted Personnel as Substitute Bus Drivers	
*Robert Cline	*Orlando Macario
*Marci Cole (Readington Dispatcher)	*William Wutke
*Raymond Cree (Readington Mechanic)	

*No additional pay

H. Revision of Summer Hours			
Name	Position	Not to exceed	Not to exceed
Debra Gesualdo	Speech	From: 10.5 hours	To: 98 hours

I. Personnel							
Name	Position	Location	Step/Level	Salary	Effective Date	End Date	Discussion
Lauren Altonji	Speech/Language Teacher	District	1/150	*\$60,640.00	9/1/17	6/30/18	Replacing Karen Dioniso
Regina Cordell	Music Teacher (Strings)	BCMS	3/150	\$58,389.00	9/1/17	6/30/18	Replacing Johnathan Birkhead
Carrie Figel	Grade 5	Stony Brook	2/150	\$58,890.00	9/1/17	6/30/18	Replacing Danielle Lindsay
Wendy Michels	Computer Literacy Teacher	BCMS	13/150	\$65,869.00	7/5/17	6/30/18	Replacing Lisa Funk
Jennilyn Nelson	Guidance Counselor	BCMS	4/150	*\$61,139.00	7/5/17	6/30/18	Replacing Donna Cardamone
Alaina Nichols	Human Resources	District	N/A	\$58,000.00	7/10/17	6/30/18	Replacing Cindy Buckley
Danielle Puzzo	Grade 1	Whiton	3/BA	\$57,239.00	9/1/17	6/30/18	Replacing Donna Meehan
Meredith Reedy	Guidance Counselor	Whiton	3/150	*\$61,339.00 Application subject to delivery of requested documents	9/1/17	6/30/18	Replacing Margaret Ryan
Donna Eckel	Substitute Bus Dispatcher	District	N/A	\$15.00 per hour	7/1/17	6/30/18	As needed
Arnold Majano	Instructional Aide	BCMS	N/A	\$14.65	9/5/17	6/30/18	Part time 5.75 hours per day
Carly Trocchia	Interim Personnel Assistant	Board Office	N/A	\$2,000.00 monthly	7/1/17	7/30/17	Training Aliana Nichols

*Includes \$1,750.00 stipend

J. Approval of Stipend Positions					
Name	Position	Salary	Location	Effective Date	End Date
Meghan Russo	Art Club Advisor	\$630.00 (10 Meetings)	BCMS	9/1/16	6/30/17
Meghan Russo	Art Show Coordinator	\$630.00	BCMS	9/1/16	6/30/17
Johnathan Birkhead	Jazz Band	\$2,690.00	BCMS	9/1/16	6/30/17

K. Approval of Staff Transfers			
Name	Effective Date	End Date	Discussion
Coleen Barnett	9/1/17	6/30/18	From: Stony Brook 4 th Grade Teacher To: Stony Brook Instructional Support Teacher
Rocco Fornaro	9/1/17	6/30/18	From: Stony Brook 5 th Grade Teacher To: Stony Brook 4 th Grade Teacher
Kristen Cardona	9/1/17	6/30/18	From: BCMS 8 th Grade Special Education To: BCMS 8 th Grade Language Arts

L. Approval of Summer Maintenance Worker				
Name	Account Number	Hourly Rate	Location	Dates
Daniel Stoddard	11-000-261-110-01-397	\$10.00 Application subject to delivery of requested documents	District	6/28/17-6/30/18

M. Approval of Maternity Substitute							
Name	Position	Location	Step/Level	Salary	Effective Date	End Date	Discussion
Kathy Blackstone	8 th Grade Teacher Long Term Sub/ No Tenure Accrual	BCMS	3/212	\$63,689.00 (pro rated)	9/5/17	12/22/17	Kristen Cardona Maternity Leave

N. Approval of Maternity Leave				
Name	Location	Type of Leave	Location	Anticipated Dates
Kristen Cardona	BCMS	Paid Maternity/Disability Leave of Absence NJ Family Leave Act/FLMA	District	9/5/17 through 10/11/17 10/12/17 through 12/22/17

O. Approval of Mathematics Curriculum Work						
Name	Position	Hours	Rate Per Hour	Account Number	Dates	Discussion
Margaret Emmons	Teacher	24	\$41.00	11-000-221-104-02-213	7/1/17-7/30/17	Mathematics Curriculum Writing
Danielle Dufermont	Teacher	24	\$41.00	11-000-221-104-02-213	7/1/17-7/30/17	Mathematics Curriculum Writing
Katie Fox	Teacher	24	\$41.00	11-000-221-104-02-213	7/1/17-7/30/17	Mathematics Curriculum Writing
Michele Jordan	Teacher	24	\$41.00	11-000-221-104-02-213	7/1/17-7/30/17	Mathematics Curriculum Writing

P. Approval of Branchburg Central Middle School Additional Summer Staff						
Name	Position	Hours	Rate Per Hour	Account Number	Dates	Discussion
Jennilyn Nelson	Guidance Counselor	30	\$41.00	11-000-221-104-02-213	7/5/17-8/31/17	Advisory Development
Jennilyn Nelson	Guidance	60	\$41.00	11-000-218-104-01-141	7/5/17-8/31/17	Summer Guidance
Margaret Ryan	Counselors					
Wendy Michels	Media Specialist	20	\$41.00	11-000-222-101-01-252	7/5/17-8/31/17	Media Center

Q. Approval of ESY Speech and Language Therapist			
Lauren Altonji	11-000-216-320-03-078	3 hours per day 1 day per week for 6 weeks	Contracted \$41.00 per hour

R. Approval of Resignation			
Name	Location	Position	Effective Date
Elisabeth Endrikat	District	School Psychologist	6/30/17

S. Approval of Consultant to Provide Data Support

It is recommended that the Board enter into an agreement with Educational Consulting – Jacquelyn C. Matthews, to provide data support, training and completion of New Jersey Smart submissions for the district from July 1, 2017 through June 30, 2018 at an hourly rate of \$100.00, not to exceed \$20,000.00, to be paid by purchase order from account #11-000-252-340-09-583 and sufficient funds are available in the 2017-2018 budget.

T. Approval of Hiring of Staff Resolution

It is recommended that the Board authorize the Superintendent to hire staff as necessary prior to the Board of Education meetings in July, August and the first Board of Education meeting in September 2017 with approval of the Human Resource Committee and a member of the Board Leadership Team. Confirmation of these appointments will be made by the Board of Education at the next Board of Education meeting.

U. Approval of 2017-2018 Extracurricular Stipend Positions

It is recommended that the Board approve the following listing of Athletic and Nonathletic Extracurricular Stipend Positions for the 2017-2018 school year, as noted, and sufficient funds are available in the 2017-2018 budget.

Athletic Extracurricular Stipends

Name	Position	Stipend
Michael Clark, Rocco Fornaro, John Gottsalk, Rachael Johnston, Paul Mehnert, Nina Manger, Lori Villanova, Erin Rimmler	Fall, Winter and Spring Intramurals (SBS)	\$630.00 each
Katie Fox	Athletic Coordinator (BCMS)	\$7,880.00
Robert Wright	Boys Soccer A Team (BCMS)	\$2,574.00
TBD	Boys Soccer B Team (BCMS)	\$2,574.00
Randy Kupcha	Girls Soccer A Team (BCMS)	\$2,574.00
Kelly Graham	Girls Soccer B Team (BCMS)	\$2,574.00
Christopher Shollenberger	Boys Basketball (BCMS)	\$3,677.00
Robert Wright	Girls Basketball (BCMS)	\$3,677.00
Robert Wright	Baseball Coach (BCMS)	\$3,309.00
Kelly Graham	Timekeeper (BCMS)	\$1,429.00
John Gottshalk	Crowd Control (2 staff) (BCMS)	\$1,429.00
TBD	Cheerleading (BCMS)	\$3,152.00
Katie Bernet	Dance Team (BCMS)	\$3,152.00
TBD	Softball (BCMS)	\$3,309.00
Randy Kupcha	Girls Lacrosse (BCMS)	\$3,309.00
TBD	Boys Lacrosse (BCMS)	\$3,309.00
Amy Finkenaur	Girls Cross Country (BCMS)	\$2,574.00
TBD	Boys Cross Country (BCMS)	\$2,574.00
Scott Rourke	Wrestling Coach (BCMS)	\$3,309.00

Non-athletic Extracurricular Stipends

Name	Position	Stipend
Heather Mastroserio	Drama Coach (SBS)	\$1,681.00
ToniLynn Burke	Assistant Drama Coach (SBS)	\$1,051.00
Paul Mehnert	Science Fair (SBS)	\$630.00
Kathy Bontomase	Instrumental Music Concert Prep (SBS)	\$630.00 (15hours @42.00)
Noel Maroon	Instrumental Music Strings Concert Prep (SBS)	\$630.00 (15hours @42.00)
Noel Maroon	Vocal Music Concert Prep	\$630.00
Rokiah Barry	Art Club Advisor (SBS)	\$630.00
Rokiah Barry	Art Shows (Whiton/SBS)	\$630.00
Toni Lynn Burke	Talent Show Coordinator (SBS)	\$630.00
John Gottshalk	Grade 4 Team Leader (SBS)	\$1,944.00
Deb Adam	Grade 5 Team Leader (SBS)	\$1,944.00
Michael Clark	Specials Team Leader (SBS)	\$1,944.00
Cindee Straube	Science Fair (WES)	\$630.00
Christopher Boehm	Art Show (WES)	\$630.00
Jodi Harwood	Preschool Team Leader (WES)	\$1,944.00
Lisa Quinn	Grade K Team Leader (WES)	\$1,944.00
Melissa Fitzgibbon	Grade 1 Team Leader (WES)	\$1,944.00
Joan Baier	Grade 2 Team Leader (WES)	\$1,944.00
Brad Moor	Grade 3 Team Leader (WES)	\$1,944.00
Christopher Boehm	Specials Team Leader (WES)	\$1,944.00
Justin Rogoff	Student Council Advisor (BCMS)	\$2,627.00
Kathleen Gaston	Yearbook Advisor (BCMS)	\$2,627.00
Devra Hobbs	School Newspaper (BCMS)	\$2,627.00
Amy Langston	Vocal Ensemble (G&B) (BCMS)	\$2,627.00
Danielle DuFermont	Drama Coach (BCMS)	\$2,627.00
TBD	Assistant Drama Coach (BCMS)	\$1,891.00

Name	Position	Stipend
Kristine DeNicolò	Instrumental Music Concert Prep 7-8 (BCMS)	\$1,051.00
Kristine DeNicolò	Instrumental Music Concert Prep 6 (BCMS)	\$788.00
Regina Cordell	Strings Concert Prep (BCMS)	\$788.00
Amy Langston	Vocal Concert Prep (BCMS)	\$1,576.00
TBD	Woodwind Ensemble (BCMS)	\$2,690.00
Kristine DeNicolò	Jazz Band (BCMS)	\$2,690.00
Randy Kupcha/Meghan Russ	Art Club (BCMS) (10 meetings)	\$630.00
Randy Kupcha/Meghan Russo	Art Shows Coordinator (2 staff) (BCMS)	\$630.00
Randy Kupcha	Teen Arts Coordinator (BCMS)	\$1,576.00
Tim Spork	Robotics Club (BCMS)	\$1,576.00
Suzanne Updegrove	Odyssey of the Mind (BCMS)	\$2,520.00
TBD	Science Club (BCMS)	\$1,680.00
Justin Rogoff	Talent Show Coordinator (BCMS)	\$630.00
Randy Kupcha	Scenic Director (BCMS)	\$1,891.00
Margaret Emmons	Math Counts (BCMS)	\$2,465.00
Elizabeth Urbanski	Culture Club (BCMS)	\$840.00
Lucyna Plaza	Science Competition (BCMS)	\$630.00
Shannon Heaney	Champions Team Leader (BCMS)	\$1,944.00
TBD	Olympians Team Leader (BCMS)	\$1,944.00
Deborah Volpe	Force Team Leader (BCMS)	\$1,944.00
TBD	Trailblazers Team Leader (BCMS)	\$1,944.00
Kristyn Perello/Andrew Uporsky	Pathfinders Team Leader (BCMS)	\$1,944.00
Amy Finkenaur	Innovators Team Leader (BCMS)	\$1,944.00
Devra Hobbs, Janice Monetti, Michelle Jordan	Guided Study	\$41.00 per hour

V. Approval of Occupational Therapy for 2017 Extended School Year

Name	Account Number	Rate Per Hour	Dates	Discussion
Nancy Ryan	11-000-213-104-03-078	\$63.12	7/5/17-8/17/17	As needed

W. Approval of Revised Reappointment of 2017-2018 Tenured Teacher

Name	Step/Level	Salary
Lauren Knoke	13/150	\$65,869.00

X. Approval of Revision 2017-2018 Bus Aides

Name	Position	Account Number	Salary	Hours	Location	Dates
Antoinette Lorenc	Bus Aide	11-000-217-106-01-000	\$12.98	As needed	District	7/1/17-6/30/18
Gina Osterburg	Bus Aide	11-000-217-106-01-000	\$12.98	As needed	District	7/1/17-6/30/18
Heather Rogalski	Bus Aide	11-000-217-106-01-000	\$12.98	3 hours per day	District	7/1/17-8/17/17
Samantha Schnitzer	Bus Aide	11-000-217-106-01-000	\$12.98	As needed	District	7/1/17-6/30/18

Y. Approval of Consultant to Provide Professional Services

It is recommended that the Board approve a contract with Patricia Thomason to provide Physical Therapy Services for the 2017 Extended School Year, for 24 sessions at \$60.00 per session, to be paid by purchase order through the general fund, account #11-000-216-320-03-456 and sufficient funds are available in the 2017-2018 budget.

Z. Approval of Superintendent Contract

BE IT RESOLVED that Rebecca Gensel be appointed Superintendent of Schools for the period July 1, 2017, through June 30, 2020, at an annual base salary of \$174,689.00, which is inclusive of an additional (\$5,000.00) for the additional responsibilities of the Director of Human Resources, for school years 2017-2018 and 2018-2019. The Board shall pay the Superintendent \$178,183.00, which is inclusive of an additional \$5,000.00 for the additional responsibilities of the Director of Human Resources, for the 2019-2020 school year, subject to execution of a written employment agreement in a form approved by the Executive County Superintendent of Schools setting forth additional terms and conditions of employment.

AA. Approval of Submission of the 2016-2017 School Year Goals of the Superintendent of Schools

BE IT RESOLVED that the Board approve the submission of the Superintendent's performance-based goals and supporting documentation, as per attachment (X.AA), to the Executive County Superintendent of Schools for approval for payment.

XI. BUSINESS

Motion by Mr. Cutler, seconded by Mrs. Palmieri that Items XI.A. through XI.M. be moved upon the recommendation of the Superintendent.

On call of the vote, Items XI.A. through XI.M. were unanimously approved by Roll Call with Mrs. Fabriczi and Mrs. Purohit abstaining on Item XI.L.

There was no Business Committee report.

A. Bill List

It is recommended that the Board approve the List of Bills for the period June 1, 2017 through June 26, 2017, totaling \$1,235,319.73, and ratify the Payroll for the period June 1, 2017 through June 26, 2017, totaling \$898,720.22.

B. Approval to Pay Bills

In accordance with N.J.S.A. 18A:19-4.1, the Board of Education approves Theresa Linskey, School Business Administrator to issue payment of bills for June 24, 2017 through June 30, 2017, and July 1, 2017 through July 20, 2017 prior to the next regularly scheduled meeting of July 20, 2017 and with the approval and consent of the Superintendent of Schools, and then present said bills to the Board at the July 20, 2017 meeting for ratification.

C. Capital Reserve

BE IT RESOLVED to approve a capital reserve deposit in the amount of up to \$3,000,000.00 to fund capital projects included in the District’s Long Range Facilities Plan in accordance with N.J.A.C. 6A:23A-14.3.

D. Tuition Reserve

BE IT RESOLVED to approve a tuition reserve deposit in the amount of up to \$900,000.00 to fund anticipated tuition adjustments in the 2017-2018 school year in accordance with N.J.A.C. 6A:23A-14.4.

E. Emergency Reserve

BE IT RESOLVED to approve an emergency reserve deposit in the amount of up to \$100,000.00 to fund unforeseen emergency expenditures in the 2017-2018 school year in accordance with N.J.A.C. 6A:23A-14.4.

F. Legal Reserve

BE IT RESOLVED to approve a legal reserve deposit in the amount of up to \$100,000.00 to fund unforeseen legal expenditures in the 2017-2018 school year in accordance with N.J.A.C. 6A:23A-14.4.

G. Approval of Continuation of Transportation Jointures with Somerville Board of Education

It is recommended that the Board approve continuation of the Joint Transportation Agreements between the Branchburg Township Board of Education and the Somerville Board of Education with the Somerville Board of Education paying the Branchburg Township Board of Education for providing school buses for the following 2017-2018 school year:

Service	Cost to Somerville
Branchburg Transportation to provide a school bus for shuttling students between Somerville High School and Somerset County Vocational School as noted	\$7,191.51
Provide a school bus for athletic transportation and field trips on an as-needed basis	\$56.17 per hour per bus
Provide additional transportation on an as needed basis	\$56.17 per hour per bus

H. Approval of Resolution Authorizing the Disposal of Four School Buses

It is recommended that the Board approve the following resolution authorizing the disposal of four school buses through GovDeals.

WHEREAS, the School District is the owner of certain school buses which are no longer needed for public use; and

WHEREAS, the Board of Education is desirous of selling said school buses in “as is” condition without express or implied warranties.

NOW THEREFORE, BE IT RESOLVED by the Board of Education of Branchburg Township in the County of Somerset, as follows:

- (1) The sale of the school buses shall be conducted through GovDeals pursuant to State Contract A-70967/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals are available online at govdeals.com and also available from the Board of Education.
- (2) The sale will be conducted online and the address of the auction site is govdeals.com.
- (3) The sale is being conducted pursuant to Local Finance Notice 2008-9.
- (4) The school buses to be sold are as follows:
 - 2-2001 GMC/ Blue Bird School Bus
54 Passenger
VIN #1GDM7T1C3YJ520153
Bus #1
54 Passenger
VIN # 1GDM7T1C7YJ520253
Bus #20
 - 1-2005 Freightliner FS65/ Thomas School Bus
54 Passenger
VIN #4UZAA XCS65 CN83232
Bus # 5
 - 1-2004 Ford/Thomas School Bus
16 Passenger
VIN #1FDXE45P04HB18565
Van # 6
- (5) The school buses identified shall be sold in an “as-is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said school buses.
- (6) The School District reserves the right to accept or reject any bid submitted.

I. Approval of New Jersey School Boards Association Insurance Group for Liability Insurance and Other Coverages

It is recommended that the Board approve New Jersey School Boards Association Insurance Group to provide liability insurance and other coverages as follows as recommended by Hughes-Plumer & Associates effective July 1, 2017 through June 30, 2018, which is in compliance with N.J.S.A. 18A:18A-42:

<u>Coverage</u>	<u>2017-2018</u>
Property (including EDP and Boiler & Machinery).....	\$ 44,562
Automobile Liability.....	\$ 40,818
Automobile Physical Damage.....	\$ 8,065
General Liability	\$ 15,675
School Board Errors & Omissions.....	\$ 48,844
Workers Compensation.....	\$ 133,432
Salary Continuance	\$ 6,853
Student Accident.....	\$ 7,250
Bonds	\$ 980
Crime.....	\$ 3,282
Volunteer Accident	\$ 500
TOTAL.....	\$ 310,261

J. Approval of Professional E-rate Consulting Services

It is recommended that the Board approve E-rate Partners, LLC to provide the handling of E-rate reimbursements for the period of July 1, 2016 through June 30, 2017, at a cost of \$1,400.00, and for the period of July 1, 2017 through June 30, 2018, at a cost of \$1,800.00 to be paid by purchase order through account #11-000-230-339-01-001 and sufficient funds are available in the 2017-2018 budget.

K. Approval of Architect Services for the Transportation Garage and Driveway Project

It is recommended that the Board approve Settembrino Architects, for the transportation garage and driveway project, in the amount of \$99,500.00 plus topographic survey of full site in the amount of \$10,000.00, to be paid by purchase order through Account #12-000-400-450-07-612, and sufficient funds are available in the 2017-2018 budget.

L. Approval of PL 2015, Chapter 47 Resolution

It is recommended that the Board, upon recommendation of the Superintendent, approve the following Resolution:

Pursuant to PL 2015, Chapter 47 the Branchburg Township Board of Education intends to renew, award, or permit to expire the attached list of contracts previously awarded by the Board of Education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2 CFR, Part 200.

Vendor's Name	Vendor's Name	Vendor's Name
Behavior Therapy Association	Hunterdon County Coop Commission	Patricia Thomason
Bayada Nursing Services	Hunterdon County Educational Services	Phoenix Advisors
Barnes & Noble	Hunterdon Family Medicine of Branchburg	Pioneer Valley Books
Benecard Services	Industrial Appraisal	Pitney Bowes
Booksource	Integrity Consultants Group	Readington Township BOE (Uniform Shared Services)
Breaker Group	Jacquelyn C. Matthews, Educational Consulting	Republic Services, Inc.
CC Productions	KDH Enterprises, LLC	Savin - Atlantic Tomorrow
The Center School	Kistler O'Brien	Scholastic
Comcast	LAN Associates	School Messenger
Courier News	Maschio's Food Services	School Specialty
David Rubin, P.C.	McGraw Hill	Sciarrillo, Cornell, Merlino & Osborne
Delta Dental	Midland School	Somerset County Educational Services
Eastern States Environmental Assoc.	Morris County Coop Bidding Services	Somerville Board of Education
The Eden School	Morris Union Jointure Commission	Strauss Esmay
Educational Data Services	Moss Landscaping	Systems 3000
Educational Services Commission of New Jersey	MRESC Coop	Temco Building Maintenance
Fortinet	MRESC Electric Aggregation	Tilcon New York Inc.
Frontline	New Jersey School Boards Association	Union County Educational Services Commission
Genesis	New Jersey Schools Insurance Group	Verina Consulting Group
Go-Guardian	New Roads School	Verizon
Granicus	Nisivoccia LLP	Warren County Special Services
Heinemann Books	Northwest Evaluation Association	Wilentz, Goldman & Spitzer (Bond Counsel)
Hughes-Plumber Associates	OMNI Group	Xtel Communications
		Youth Consultation Services

M. Approval to Issue Change Order for Stony Brook Parking Lot Project

It is recommended that the Board of Education approves Theresa Linskey, School Business Administrator to approve any Change Orders for the Stony Brook Parking Lot Project for the period June 24, 2017 through June 30, 2017, and July 1, 2017 through July 20, 2017 prior to the next regularly scheduled meeting of July 2017, and with the approval and consent of the Superintendent of Schools.

XII. PUBLIC COMMENT

There was no public comment.

XIII. BOARD LIAISON REPORTS

Mrs. Noto said that Mr. Timothy Teehan, Principal of Somerville High School would like to come to a Board meeting to address any questions from the Branchburg community about Somerville High School.

Mr. Ambrus went over a letter he received from Branchburg Township regarding their interest in swaping some land with the school district.

Mrs. Purohit said the Barnes & Noble fundraiser was a success and thanked everyone for their support.

XIV. BOARD FORUM

There were no reports.

XV. BOARD RETREAT

The Board facilitator, Gwen Thornton from New Jersey School Boards Association, led the Board Retreat on the following items:

- Board Self-Evaluations; and
- Board Goals.

XVI. EXECUTIVE SESSION

On a motion by Mrs. Purohit, seconded by Mrs. Palmieri, and carried unanimously, the Board agreed to reconvene to a second Executive Session at 11:49 a.m. to discuss personnel matters.

XVII. ADJOURNMENT

On a motion by Mr. Cutler, seconded by Mrs. Palmieri, and carried unanimously, the Board agreed to adjourn at 12:10 p.m.

Respectfully Submitted,



Theresa Linskey
School Business Administrator/Board